

TO: ALL STAFF
 FROM: Sheri Henderson
 Subject: PD and ILT minutes
 Date: 2/4/13

Good Morning!

We had a great ILT meeting yesterday. Please see the minutes below, and **note that today's PD will be held in Mr. Goldyn's room—T220**

TOPIC: WASC Planning		ILT MEETING	
Location	PRINCIPAL'S CONFERENCE ROOM	DATE	Monday, February 4, 2013
Facilitators(s)/Recorder(s)	Sheri Henderson, Bill Webb, Yvett Landeros, Danny Lo,		
Members Present	Brandon Cabezas, Tom Hood, Allison Kelly, Julie McManus, Loretta Mui, Greg Schiller, Stephan Joyet, Jonathan Kenyon, Bora Kim		
Members Absent	Dr. Isaacs, Edith Chavelas, Abelardo Diaz, Joshua Wong		
TIME	3:30 PM – 5:00 PM		

Minutes
<p>Issues:</p> <ul style="list-style-type: none"> The need to return to instructional issues balanced against the need to prepare for WASC visitation. It was clear during the Mock WASC interview portion that we need to be on the same page where the WASC questions are concerned and that some preparation will be necessary. We also want to get back to the Advisory planning begun this year. Finally, we have accepted School Loop's offer to upgrade our on-line grade and student information system to a much more parent-and teacher-friendly, much more informative interface. Those who have used it really like it, and those who have seen it are excited. Teachers will need four hours' training before we go live. <p>Decisions:</p> <ul style="list-style-type: none"> We want to avoid lost classroom time and have decided against minimum or late-start days in February. Today's PD will focus on Advisory—a brief review and then planning. Next week's PD (2/12) will begin with Advisory and then set the stage for WASC PD on 2/19 & 2/26 will deal with WASC preparation The technical training is still TBD, but likely after WASC. Stay tuned for more from Mr. Lo. <p>Future ILT Meetings:</p> <p>2/11 WASC scheduling 2/25 WASC 3/4 3/18 4/1 (school closed—no ILT) 4/15 4/29 5/13 5/27</p> <p>Above ILT calendar TBD at 2/11/13 meeting</p>